

# Distance Learning Service

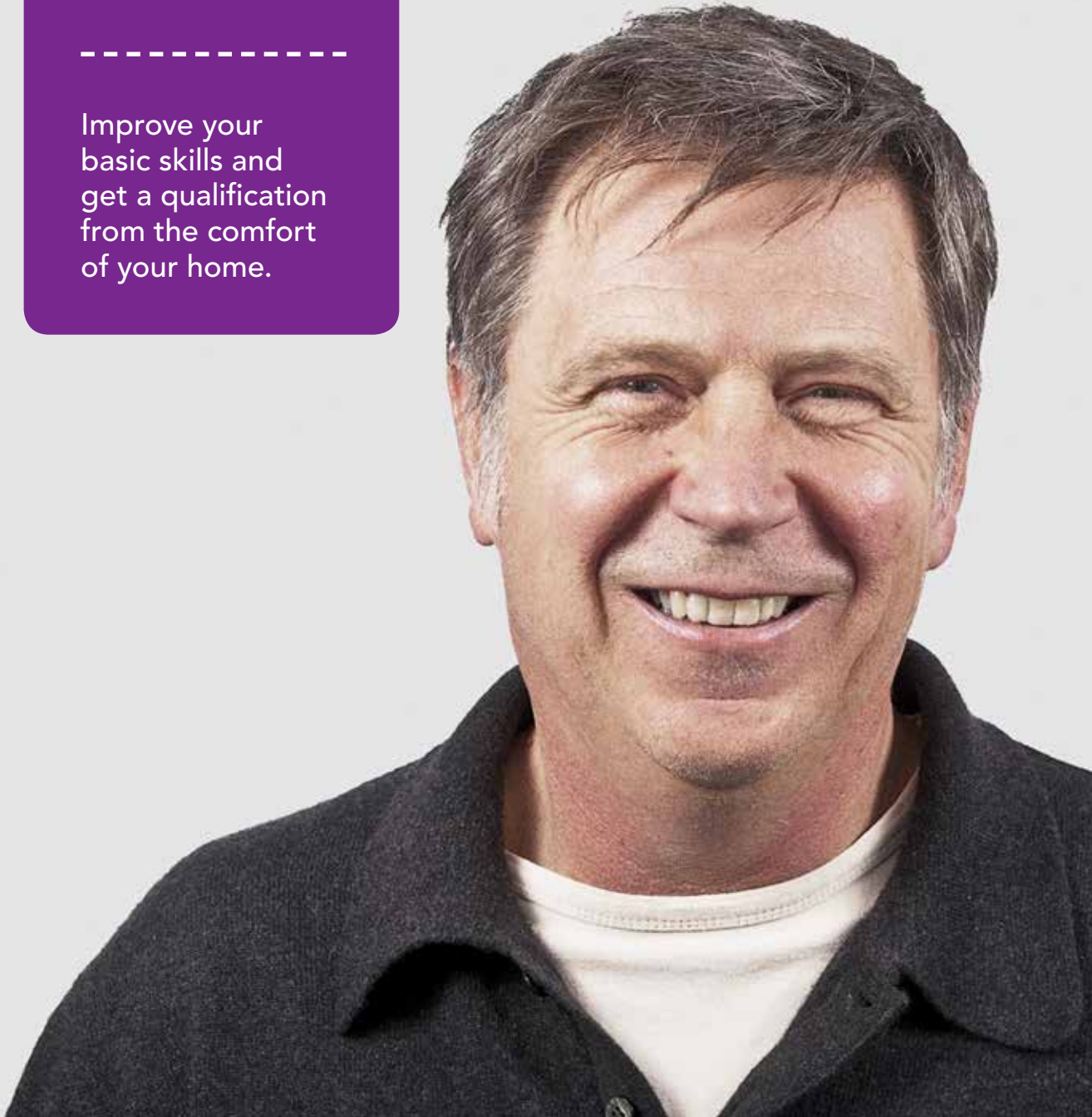
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Improve your basic skills and get a qualification from the comfort of your home.



**NALA**

National Adult Literacy Agency  
Áisíneacht Náisiúnta Litearthachta do Aosaigh



# About our Distance Learning Service

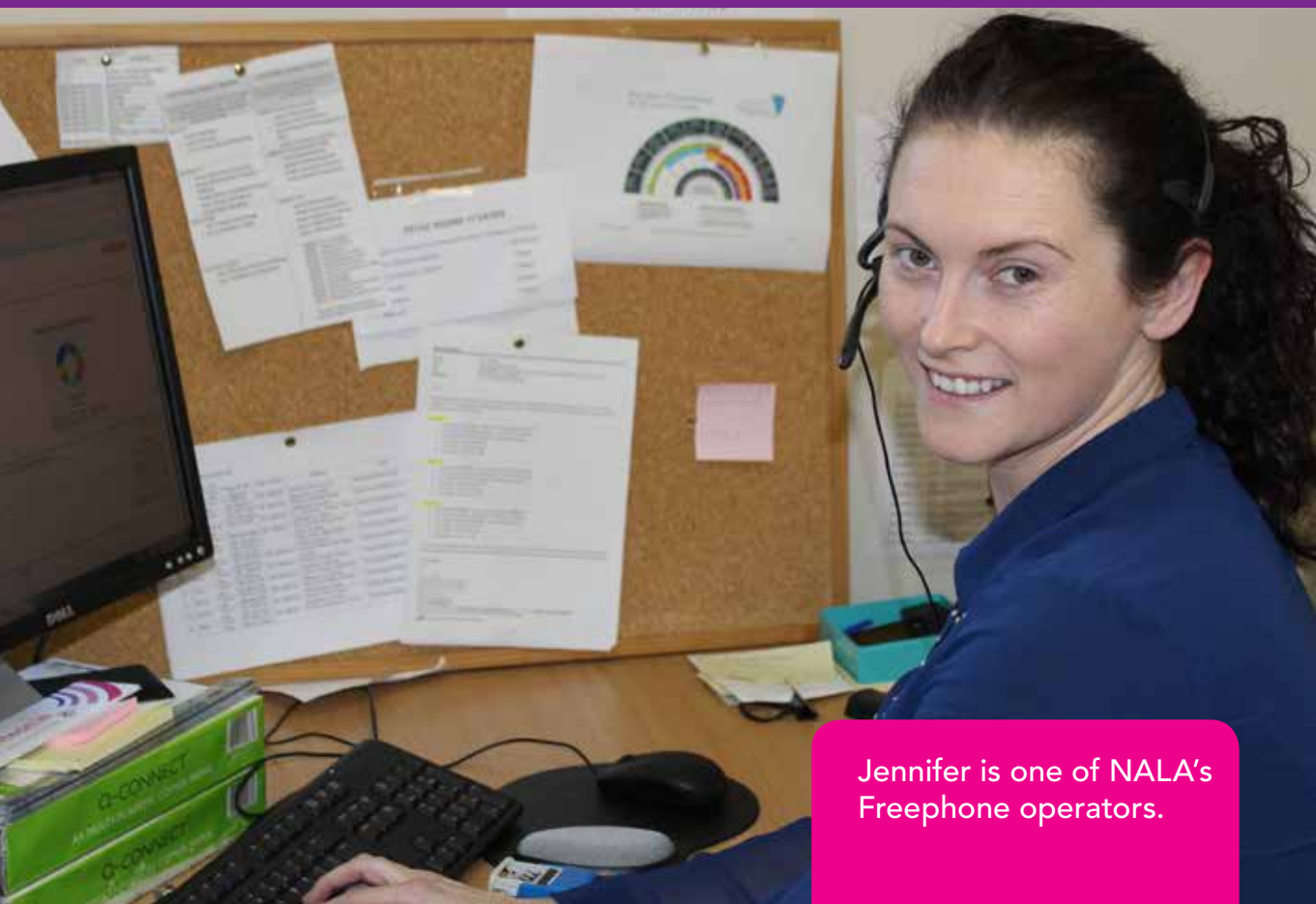
The National Adult Literacy Agency (NALA) has been offering a Distance Learning Service since 2000.

It is designed to fit learning around your needs and your life.

You can study online by yourself or work with a tutor over the phone. Or you can do a combination of these to suit your lifestyle.

Everything is **free**.

You decide what, where and when you want to learn.



Jennifer is one of NALA's  
Freephone operators.

# We know that sometimes it can be hard to find the time to do a course.

**That's the great thing about our Distance Learning Service. Our team of tutors work in the mornings, in the evenings and even at the weekends if this is what you need.**

**Our tutors work at a pace that suits you, covering only what you want to learn.**

- Maybe you want to learn how to use computers?
- Perhaps you want to get better at maths to help your children with their homework?
- Or maybe you want to improve your spelling to write a CV?

Whatever the reason, the benefits are always the same. Not only will you improve your old skills but you will also gain the confidence to learn new ones.





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### **Did you know?**

Every year our tutors support people learn over the phone in Ireland. Thousands more study online by themselves using our website [www.writeon.ie](http://www.writeon.ie). So far 3,000 people have got a Level 2 or Level 3 QQI national qualification with our help.

## **What are the benefits?**

- Be more confident at writing and spelling.
- Find it easier to do everyday things like maths.
- Develop and learn new computer skills.
- Improve your career and job prospects.
- Be able to help your children with their homework.
- Work towards a formal qualification (if you want to).
- Get a qualification for what you already know.

## How does it work?

**You can study online by yourself or work with a tutor over the phone. Or, you can do a combination of these to suit your lifestyle.**

We will work with you for 1, 2 or 50 sessions, depending on what you need.

We design learning around you, your needs and your skills. That is why our service works.

Call us today on **1800 20 20 65**.

We will talk you through all your options in complete confidence.

Or go online now to **www.writeon.ie** and start learning today.

### Work with a tutor over the phone

- We can work with you over the telephone, through the post or on the internet.
- Everything is **free**.
- You decide what to study. There is no set course.
- We call when it suits you – you just tell us when. There is no class schedule.
- Normally we make one call per week for up to 30 minutes.
- We keep working with you until you meet your goals.
- 7 days a week, early morning to late evening.



## Work online by yourself

**If you can use a computer and have access to the internet, you can work on your own by using our website called [www.writeon.ie](http://www.writeon.ie).**

To get started, here's what you need to do:

1. Go to [www.writeon.ie](http://www.writeon.ie).
2. Click on 'I would like a new password'.
3. Write down the password or print it. Use this password every time you log onto the website.
4. Fill in some other details such as your name, username, date of birth, so we can find your password if you lose it.
5. If you forget your password ring us on 1800 20 20 65 and we can find it for you.
6. Select the level you would like to work at. Start at Level 2 if you have never used the website before.
7. Choose a subject you would like to study.
8. Start learning – it's that simple.
9. And if you want a qualification you can complete a final test when you feel ready.



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Olive Phelan from Tallaght receiving her qualification from Charlie Bird.

## What type of qualification can I get?

**You can get a national QQI qualification. QQI is responsible for further education and training in Ireland.**

Our website [www.writeon.ie](http://www.writeon.ie) allows you to work towards 12 national QQI awards at Level 2 and 14 national QQI awards at Level 3. These Levels are the equivalent of a Junior Certificate.

## Level 2 qualifications:

Award Code	Award Title	Credits
M2C01	Reading	5
M2C02	Writing	5
M2C03	Listening and Speaking	5
M2L12	Personal Decision Making	5
M2L13	Setting Learning Goals	5
M2N05	Quantity and Number	10
M2N06	Pattern and Relationship	5
M2N07	Shape and Space	5
M2N08	Data Handling	5
M2N09	Quantitative Problem Solving	5
M2T10	Using Technology	5
M2T11	Computer Skills	5

I used [www.writeon.ie](http://www.writeon.ie) at home and got a national qualification.



**Level 3 qualifications:**

Award Code	Award Title	Credits
3N0880	Communications	10
3N0929	Mathematics	10
3N0928	Application of Numbers	5
3N0930	Functional Mathematics	5
3N0881	Computer Literacy	10
3N0931	Internet Skills	10
3N0552	Digital Media	10
3N0896	Career Preparation	10
3N0532	Health and Safety Awareness	10
3N0565	Personal Effectiveness	10
3N0564	Personal and Interpersonal Skills	10
3N0921	Managing Personal Finances	10
3N0553	Self Advocacy	10
3N0585	Event Participation	5

You can generally get a Major award (a Certificate) when you successfully complete a number of minor awards. For example, 30 credits are needed for a Level 2 QQI national award and 60 credits are needed for a Level 3 QQI national award. Some minor awards are compulsory.

All over Ireland, people are returning to learning using our Distance Learning Service. They are people who want to catch up on what they missed at school, parents who want to help children with their homework and those who would like to get a basic qualification.

**Come join us and  
see the benefits  
for yourself.**



**I needed to get better  
at maths to help  
my kids with their  
homework, so I taught  
myself in the mornings  
using [www.writeon.ie](http://www.writeon.ie).**

I needed help to write a CV. The tutor in the Distance Learning Service taught me how to write one. I even got help preparing for interviews.

Go to [www.writeon.ie](http://www.writeon.ie), get a new password, write it here and start learning today.



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# What to do next?

Join thousands of people in Ireland today improving their skills and getting a national qualification.

**If you would like information about any of the options in this leaflet:**



Ring NALA on 1800 20 20 65 or



**Freetext 'LEARN' to 50050.**

One of our friendly operators would be happy to talk to you.



**Or log onto our website [www.writeon.ie](http://www.writeon.ie) and start learning today.**